

# Maryland State Advisory Council on Arthritis and Related Diseases

## Meeting Minutes

December 7, 2016

### Attendance

#### Members Present in Person

Linn Rivera  
Meg Gwaltney  
Julie Toms Poludniak  
Bernadette Siaton  
Judy Simon  
Erin Penniston  
Jody Marshall  
Carol "Liz" Woodward  
Rebecca Manno

#### Members Present on Phone

Chanel Agness (Whittaker)  
Matt Jackson

#### Members Absent

Domenic Borro

### DHMH

Berit Dockter

### Welcome & Introductions

- Meeting was called to order at 4:40pm.
- Attendees on the phone and in the room introduced themselves. New members present (Liz Woodward, Meg Gwaltney, and Linn Rivera) were invited to provide additional introduction.
- Berit Dockter is new staff support, taking over for Bailey Vernon.

### Approval of Minutes from September 14, 2016

- The minutes from the September 14 meeting were approved by the Council. A motion was made by Dr. Poludniak and second by Judy Simon. The minutes will be posted to the website (<http://phpa.dhmh.maryland.gov/ccdpc/arthritis-council/Pages/meetings.aspx>).

### Membership News

- Margaret "Meg" Gwaltney is the new patient representative.
- Linnette "Linn" Rivera replaced Honorable William Frank from Dept. of Disabilities.
- Health Care Industry vacancy (Kay Henry left due to work conflict). Question about who qualifies for this role—the description is posted on the appointment website (<https://govapps.md.gov/Attendance/Vacancy>).
- Arthritis Foundation vacancy (Alexandra "Sasha" Levine left the Foundation, encouraged the Foundation executive director to apply for this vacancy).
- Carol "Liz" Woodward will be replacing Judy Simon from the Dept. of Aging and will apply through the appointment process.
- Note Chanel Agness has new last name "Whittaker".

### Walk Maryland Day Feedback

- Held October 5, 2016. Berit will send the report from DHMH following this meeting.
- Erin gave an update on the Day. Gov. Hogan made a proclamation and the day aligned with Walk to School Day. There were a number of Advisory Council members and Dept. agencies who were partners and hosted events. The Deputy Secretary was involved at DHMH and this event

was a goal in the worksite wellness initiative. There was a recap phone call held after this event. The next Council meeting will include more discussion on planning 2017 Walk Maryland Day. Erin referenced page 6 in the Report and Dr. Manno's video.

- Judy reported the Dept. of Aging started with Older Americans Month which was the impetus for their promotion of walking around senior centers and other locations. Some joined local partnerships to go walking, some seniors went on biking or on kayaking trips, and some counted their current walking miles. The goal was for 1 million miles—did not achieve this goal but will aim for this goal again next year. The agency participated and worked with DHMH and other partners.

### **Newsletter Discussion**

- The topics for the newsletter will include:
  - 1) Introduction to the newsletter (what we do, who we are)
  - 2) Walk Maryland Day recap
  - 3) Patient story
  - 4) Current activities and resources for both patients and professionals in Maryland
- So far Council contributors to the newsletter include: Jody Marshall, Domenic Borro, Meg Gwaltney, Dr. Bernadette Siaton, Dr. Julie Poludniak. The content submitted includes introduction of a Council member, 2 patient stories, 2 contributions on available resources, and articles from a dietitian on healthy eating and a physical therapist on aching joints. Need more content for the introduction and Walk Maryland Day. DHMH has a Walk Maryland Day Report where we can pull content. The current draft content will be shared with the Council along with these minutes and the Report.
- There is a "Constant Contact" template we can use for the newsletter and an email database in Constant Contact.
- The goal is to have a newsletter 2 to 4 times per year which will be sent electronically through a Constant Contact email blast for those who subscribe to the Constant Contact email list and as a PDF posted to the Arthritis Council website (<http://phpa.dhmd.maryland.gov/ccdpc/arthritis-council/Pages/about.aspx>). With the PDF, people can print and post in an office. The link to the Arthritis Council website newsletter can be shared on hospital intranets and on hospital or other group newsletters, or other places to share information with providers and patients.
- Judy asked for a list of classes from her Area Agency on Aging colleagues that will be offered in 2017. She will have this list by December 15 to add to the newsletter.
- Dr. Siaton recommended one patient story per newsletter, and to promote Arthritis Month (May) in that corresponding newsletter.
- Dr. Manno suggested keeping a catalogue of newsletter content for future newsletters. She would like an intro in the newsletter of "who we are."
- Meg suggested an editorial calendar/timeline of events, and plan in advance what will go in, what are the "other diseases" that are covered by this Council (and represent in the resources we provide).
- Judy referenced last meeting that Council members can rotate who contributes to the newsletter.
- Jody suggested quarterly newsletters and rotating Council contributors to the newsletter. Jody will email Berit the Constant Contact templates that were sent to Bailey from the last meeting. Jody will work on making a logo. People can sign up or drop out of Constant Contact. Liz and Dr. Poludniak agreed about the Constant Contact subscribe option.

- Dr. Poludniak said multiple Constant Contact formats were reviewed to narrow the template for this newsletter. She would like one page front and back with pictures. Dr. Manno agreed to the length. Dr. Poludniak asked about a drop and expand format vs. PDF.
- Meg asked about 508 compliance for people with disabilities, including the visually impaired. 508 compliance enables individuals to “read” the document using assistive technology. Erin will investigate this with the communications office.
- Meg suggested to put in writing the dissemination plan, target audiences, and how to reach readers. How do we promote the newsletter is available? It would be nice to track dissemination over time and who is reading it. Judy and Erin think Constant Contact can track who is opening the document. We can also work with the IT department with DHMH website tracking (where the newsletter will be posted).
- Dr. Manno asked “who will be the dissemination champion?” Jody is willing to work with Berit to stay on top of the Constant Contact list. Erin said her office has a list of emails to start with. Jody thinks there are Constant Contact reports that can be run. Liz and Jody are willing to help Berit interpret the reports.
- Linn and Dr. Siaton suggested a section in the newsletter to add 2-3 bullets about the specific disease/condition, like a “disease spotlight” prior to introducing the “patient story.” For example, it might include names of famous people who had/have arthritis. Dr. Manno suggested “RA: Fast Facts” for example.
- Matt agreed to archive the content and use for later use.
- Berit asked the Council about Google Docs or another place to keep the archived content, everyone agreed.
- Chanel asked who is the primary audience (patients, consumers?) and maybe adding a fun fact quiz, such as “did you know” or important things they should remember after reading the article. Chanel suggested a problem with editing with this Council and having multiple drafts, but Google Doc will give the most recent version for editing. Chanel would like to contribute an article for the newsletter during medicine or pharmacy awareness month and discuss over the counter vs. prescription drugs for a topic.
- Berit agreed with the idea for Google Doc for editing the content. Dr. Poludniak suggested to copy the newsletter content into a word doc for Google Doc if Constant Contact editing does not work for everyone, and later can put the edited content into the Constant Contact format. Liz suggested notifying the Council on a character count for knowing the size of little sections like side bars.
- Dr. Manno agreed December 14 will be the last day for content submissions and to give a 4 week block for editing by the Council (by January 9). The final draft should be ready by January 30 to send out. The goal is to have a calendar circulated by that time, and by the next Council meeting in March to plan for the next newsletter.
- Jody suggested feedback on the January newsletter can be shared at the March Council meeting.
- Jody asked what to include in the logo. The group suggested the Maryland flag be included. Dr. Manno also suggested the logo could be health-based, like a skeletal system.
- Dr. Manno said “our calendar can highlight other Council activities, and give them press too, that there are other Councils are out there” and someday the Councils might merge. Erin discussed the other 3 Councils (physical fitness, heart disease and stroke, arthritis) that DHMH Center for Chronic Disease Prevention and Control oversees.
- Linn asked when the links will be sent? Erin clarified the PDF will be posted on the Council’s DHMH website and the link can be sent out.

- Jody suggested an email contact in the newsletter to encourage stories that can be shared in a future newsletter. Dr. Manno agreed. Erin said there is an internal email that can be used.
- **Plan for the next steps on the newsletter (who is doing what):**
  - Dr. Manno will write the “who we are” section.
  - Erin and Dr. Manno will write the “Walk Maryland Day” section.
  - Judy will send the calendar of 2017 events by December 15, 2016.
  - Last day for Council members to submit content is December 14, 2016.
  - Jody’s patient story will be the featured patient story for this newsletter, and Meg’s story will go into the next newsletter.
  - Dr. Siaton will write “fast facts” (2-3 bullet points) about the condition to precede Jody’s story.
  - Jody will email Berit the Constant Contact templates that were previously selected.
  - Berit will insert the draft content into a Constant Contact template and send the draft to the Council (plus add dietitian and physical therapist authors as editors whose articles were submitted by Dr. Poludniak) and the Council will edit the draft through Google Docs.
  - Berit will post a “newsletter content archive” through Google Docs to hold future newsletter content.
  - Jody will work on the logo for the newsletter.
  - Erin will investigate 508 compliance with the communications office.
  - The Council will complete editing the newsletter draft by January 9, 2017.
  - The final newsletter will “go live” by January 30, 2017.

### **Member Updates**

- **Judy**—discussed the chronic disease self-management program (CDSMP). She will collect info on what illnesses people have who participate in the program and arthritis tends to be the number one condition. She reported that CDSMP is in just about every community and is a great class—and tends to be free. She was thrilled to be involved in Walk Maryland Day, and would like to start early in 2017 to plan for the 2017 Day.
- **Dr. Poludniak**—asked about dry needling by physical therapy, described the process, and said it is “fabulous” for aches and pains. She said it is very helpful to activate muscles. Jody described they are like acupuncture needles, and it’s an easy process with small needles. Dr. Poludniak said dry needling was approved in 2009, and Jody said acupuncturists are against it. Matt asked if insurance carriers cover acupuncture. Dr. Poludniak said Blue Cross Blue Shield covers dry needling, doctors can order it and some PTs can do it. Jody said chiropractors can do it too.
- Matt suggested adding health education as part of this Council agenda. Dr. Manno said we can add it to the March agenda—Jody will present (10 minutes) from her massage therapist position. It was also suggested to add a non-pharmacologic portion to the newsletter in the future.
- **Dr. Manno**—exercise studies and drug trials at Johns Hopkins. The American College of Rheumatology meeting was held in DC and 15,000 people attended. Patient education is getting more momentum, and there is possible funding behind patient education programs. She is seeing the culture start to change with organizations putting money behind the education push. Erin asked who leads the push. Dr. Manno said it is mostly professionally led.
- **Linn**—is new in the position, checking out the Boards, and does not have a lot to update. She just came from the Alzheimer’s meeting and will share with this group if something comes up. She has tried dry needling and “swears by it.”

- **Jody**—returned to work for the first time in 2 years, part time. She found a spa owner who is understanding of her situation. Her employer is discussing Jody being funded in a massage therapy certification on a specific arthritis technique to treat certain people. Her employer's mother has RA and Jody is on the same medication.
- **Erin**—re-emphasized Walk Maryland Day. Dr. Manno asked what is the 2017 Walk Maryland Day date. Erin thinks it is the first Wednesday in October—something to include in the newsletter calendar. Erin loved working with all the Councils on the event. Linn suggested we could form a walk team for 2017. The Dept. on Aging got t-shirts and Erin referenced their picture on page 7 of the Report.
- **Matt**—discussed employment and disabilities. Maryland made national news and passed an Equal Employment Act in the legislature. He said “we are the second state in the nation that is phasing out sub minimum wages, and people with disabilities are getting a fair and equal opportunity with the same wage.” He said Maryland finally passed a law to phase out sub minimum wages by 2020 and they will find a way to at least pay minimum wage.
- **Chanel**—is the University of Maryland School of Pharmacy director of education and training. If the Council is interested in physician medicine orders, this is something Chanel is passionate about and would like to put together a brochure. Dr. Manno liked the idea of highlighting drug therapy in a newsletter and could compile important resources.

#### **Upcoming Meetings**

- The next meeting is March 1, 2017 from 4:30-6:00pm.
- The 2017 meeting schedule will be posted to the Maryland Register:
  - March 1
  - June 7
  - September 6
  - December 6

#### **Meeting Adjourns**

- The meeting was moved to adjourn at 6:03pm by Dr. Manno.

#### **Attachments to be share with the Council:**

- Draft content of the first newsletter that has been submitted so far.
- The DHMH 2016 Walk Maryland Day Report.